

CONFIDENTIAL*Office Memorandum* • UNITED STATES GOVERNMENT

TO : Advisor for Management

DATE: 22 March 1951

FROM : Chief of Procurement

SUBJECT: Revision of Procurement Office T/O

25X1 1. In view of recent discussions held between this office and [] of your office relative to the assignment of one additional person to the office of the Chief of Procurement, it is desired that such an additional position be transferred from the Supply Division.

2. It is therefore requested that the Procurement Office T/O be adjusted as indicated below:

Decrease one Stores-Laborer, CPC-3, from the Warehouse Section, Operational Branch, Supply Division.

Increase in the Office of the Chief of Procurement one Administrative Officer GS-11.

[]
ANDREW E. VAN ESSO

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